

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**Notice NAP-66**

**For:** State and County Offices

**NAP Payments Not Issued for 1998 Through 2001 Crop Years**

**Approved by:** Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

On June 13, 2003, Notice NAP-63 informed State and County Offices that NAP menu options for crop years 1998 through 2001 would no longer be available upon installing County Release No. 515. Since that time, it has been noted that there are numerous payments still needing to be issued.

**B Purpose**

This notice instructs State and County Offices to submit documentation to the National Office for any situation where a 1998 through 2001 NAP payment was earned by the producer, but not issued before processing software was disabled after installing County Release No. 515.

**2 Action**

**A County Office Action**

For any NAP payment that was not issued before installing County Release No. 515, County Offices shall submit the following documentation to the State Office:

- crop years 1998 through 2000:
  - explanation of why payment was not issued before installing County Release No. 515
  - Area approval letter
  - CCC-448A, CCC-448B, CCC-448C, CCC-448D, or CCC-448E, as applicable
  - CCC-451, CCC-451A, CCC-451B, CCC-451C, or CCC-451D, as applicable

**Disposal Date**

December 1, 2003

**Distribution**

State Offices; State Offices relay to County Offices

**2 Action (Continued)**

**A County Office Action (Continued)**

- CCC-452
- CCC-576 or CCC-576-1, if applicable
- National Crop Table pages, as applicable
- current MABDIG for each:
  - producer
  - affected member of joint operations
- excerpt of COC minutes about the case
- accounting payment history
- CCC-257, if applicable
- crop year 2001:
  - explanation of why payment was not issued before installing County Release No. 515
  - CCC-471
  - CCC-576
  - CCC-576E
  - completed CCC-576A, CCC-576B, or CCC-576C, as applicable
  - producer payment history print
  - accounting payment history
  - current MABDIG for each:
    - producer
    - affected member of joint operations
  - National Crop Table pages, as applicable

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### 2 Action (Continued)

#### A County Office Action (Continued)

- excerpt of COC minutes about the case
- CCC-257, if applicable.

**Note:** If the automated forms were not printed before installing County Release No. 515, the County Office will no longer be able to generate and print those forms. Any required forms that were not printed before installing County Release No. 515 shall be completed manually and submitted with the other required documentation. **Software to print the 2001 producer payment history will be made available in County Release No. 518.**

#### B State Office Action

State Offices shall:

- review the documentation submitted by County Offices to ensure that:
  - the payment should be issued
  - all applicable documentation has been provided
- forward the documentation to PECD, Common Provisions Branch (CPB), by COB **September 22, 2003**, using either of the following methods:
  - FAX to 202-720-0051, Attention: Sandy Bryant
  - overnight mail to: USDA, FSA, PECD, CPB  
Attn: Sandy Bryant  
Room 3643, South Building  
1400 Independence Avenue, SW.  
Washington, DC 20250.

**Note:** If State Offices have any outstanding 2000 and prior year NAP areas that require processing, State Offices shall submit a justification documenting the reason for delay. All NAP areas requiring action shall be submitted to the National Office for DAFP approval according to 1-NAP, subparagraph 4 F.